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OFFICE OF SECURITY

Introductory Statement

The scope of the Office of Security responsibility is global and includes the responsibility of safeguarding Agency assets of all kinds whether they be personnel or material. It also includes the investigation, clearance or disapproval of personnel, or business entities which the Agency desires to employ or in which the Agency has or wishes to acquire an interest. This is a continuation of previous Office of Security policies and responsibilities and no material change has occurred during the past year.

The breakthrough in the Technical Surveillance Countermeasures program has been of vital interest to the entire intelligence community. It will be necessary to expand our operations in Fiscal Years 1961 and 1962 in order to exploit the full potentials of this activity.

The Physical Security problems inherent in the construction of the New Headquarters Building will be greatly increased in Fiscal Year 1961 and the first half of Fiscal Year 1962. Also, heavy requirements will be levied on the Office of Security in Fiscal Year 1962 in order that the movement of Agency material to the new quarters may be accomplished with maximum security.

The heavy workload requirements in the investigative and support areas have continued to expand during Fiscal Year 1960 and no abatement is anticipated in the foreseeable future.

Every effort has been made and will continue to be made to streamline operations in order to be able to perform efficiently the ever increasing requirements levied on the Office of Security without increase in personnel.

30 September 1960

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OFFICE OF SECURITY

NARRATIVE JUSTIFICATION (Cont'd)

Executive Direction, Policy Guidance, and Administrative Support (Cont'd)

Accomplishments Fiscal Year 1960: (Cont'd)

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Administered training courses in the fields of Investigative Techniques, Physical Security, Polygraph Techniques and Audio Countermeasures. Rendered assistance to the Office of Training in casting and filming a Security indoctrination movie.

Objectives Fiscal Years 1961 and 1962:

This activity will continue to provide policy guidance of a Security nature to all Agency components and maintain liaison with other Government departments on Security matters of common interest. Added emphasis will be given to war planning, exploitation of trends and facts uncovered by Security research, training and indoctrination programs and continued close contact will be maintained with the immigration and naturalization service on alien matters. Further steps will be taken to streamline support operations in order to provide expanded support without addition of personnel.

Explanation of Changes in Financial Requirements Fiscal Year 1962 over Fiscal Year 1961:

Net increase due to periodic pay increases and replacement of furniture at safehouse offset by decrease in pay in excess of 52 weeks. No change in program.

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NARRATIVE JUSTIFICATION (Cont'd)

Overt Security Clearance and Physical Security (Cont'd)

Accomplishments Fiscal Year 1960: (Cont'd)

Emergency evacuation plans were reviewed from a standpoint of the physical security aspects.

Investigations were conducted in support of the Security Sub-Committee of the U. S. Intelligence Board.

Plans were initiated to provide complete security protection to Agency assets during the move to the New Headquarters Building and to design security procedures to be followed after the occupancy of the building.

Objectives Fiscal Years 1961 and 1962:

A sizable expansion in the world-wide Technical Surveillance Countermeasures Program is anticipated. The Technical Security Branch, Physical Security Division, is planning an increase which is designed to facilitate the discovery of all methods of audio surveillance currently available to hostile forces

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